

**REAL ESTATE APPRAISERS  
APPLICATION ADVISORY COMMITTEE  
VIRTUAL/TELECONFERENCE MEETING MINUTES  
May 3, 2017**

**PRESENT:** Peter Bronek, Duane Heins, Thomas Kneesel, Peter Moegenburg, Wanda Wood (*all via GoToMeeting*)

**EXCUSED:** David Wagner

**STAFF:** Dan Williams, Executive Director; Laura Smith, Bureau Assistant; and other Department Staff

**CALL TO ORDER**

Thomas Kneesel, Chair, called the meeting to order at 10:13 a.m. five (5) members were present.

**ADOPTION OF AGENDA**

**Amendments to the Agenda:**

- *Under Application Reviews, remove Michael Diedrich, Donald Foley, Mary Geiger, Jason Krause, Anthony Simonivich, Daniel Figurski, and Michael Whittow.*

**MOTION:** Peter Moegenburg moved, seconded by Duane Heins, to adopt the agenda as amended. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Peter Moegenburg moved, seconded by Wanda Wood, to approve the minutes of January 31, 2017 as published. Motion carried unanimously.

**REVIEW AND CONSIDERATION OF APPLICANTS' APPRAISAL EXPERIENCE AND  
APPRAISAL REPORTS**

**Certified General Applicants**

*Travis Seitz*

**MOTION:** Peter Moegenburg moved, seconded by Duane Heins, to issue an intent to deny the appraisal reports subject to receipt of two additional reports demonstrating skill in all three appraisal approaches and reconciliation subject to the approval by the reviewing appraiser. Motion carried unanimously.

**Certified Residential Applicants**

*Brian Hafferman*

**MOTION:** Duane Heins moved, seconded by Peter Bronek, to recommend denial of the appraisal reports. **Reason For Denial:** Reports do not comply with USPAP Standards 1 and 2. Motion carried unanimously.

## **Licensed Appraiser Applicants**

*Jennifer Oefstedahl*

**MOTION:** Wanda Wood moved, seconded by Duane Heins, to recommend approval of the appraisal reports as submitted, and to provide coaching comments. Motion carried unanimously.

*Michelle Skipchak*

**MOTION:** Wanda Wood moved, seconded by Peter Bronek, to recommend approval of the appraisal reports as submitted, and to provide coaching comments. Motion carried unanimously.

## **COMMITTEE TRAINING REVIEW – PUBLIC RECORDS AND ETHICS AND LOBBYING**

**MOTION:** Wanda Wood moved, seconded by Peter Moegenburg, to table discussion of Committee Training until the next meeting. Motion carried unanimously.

## **ADJOURNMENT**

**MOTION:** Peter Bronek moved, seconded by Wanda Wood, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:54 a.m.